

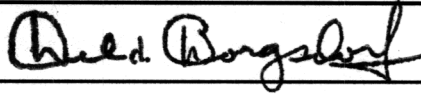
Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Mark Linder

SUBJECT: MAYOR/COUNCIL MEMBER TRAVEL **DATE:** 10-04-04

Approved



Date

10-4-04

RECOMMENDATION

Direct Council Members who wish to participate in the San Jose Silicon Valley Chamber of Commerce/City of San Jose, San Jose State University City-to-City visit in San Antonio, Texas on October 13-15, 2004 proceed with submitting their travel requests through the Rules Committee, as outlined in Council Policy 9-5, and allow for the use of the Mayor and City Council Travel Appropriation, to be established by the City Manager's Budget Office on October 12th, for reimbursement of travel expenses incurred by Council Members participating in this trip.

BACKGROUND

The City of San Jose will be participating in this year's City-to-City visit, hosted by San Antonio. The delegation is comprised of business, academic, and government leaders that will share their experiences and best practices. San Antonio is a progressive, growing city with a government structure much like San Jose, coupled with a history of public/private sector cooperation in areas such as economic development and attraction of sports teams. The agenda will include sessions to help attendees enhance strategies for economic development, nurture the biotech industry, connect higher education to business development, and solve transportation/commute congestion issues.

The City-to-City trip is consistent with the economic development strategy goal of making San Jose more visible. At the recent Getting Families Back to Work study session, several corporate leaders urged the City to become more active in getting the word out as to the positive story of San Jose.

ANALYSIS

The action recommended directs Council Members who wish to participate in the City-to-City visit in San Antonio, Texas on October 13-15, 2004 proceed with submitting their travel requests through the Rules Committee, as outlined in Council Policy 9-5.

In addition, this action allows for Council Members to be reimbursed for travel expenses incurred for this trip from the Mayor and City Council Travel Appropriation, which is going to

be established by the City Manager's Budget Office on October 12th, as part of the approval of the FY 03-04 Annual Report.

PUBLIC OUTREACH

N/A.

COORDINATION

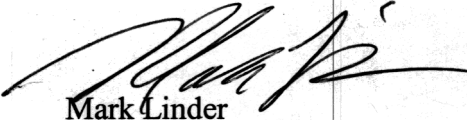
This memo has been coordinated with the Budget Office, the Office of the City Clerk, and the City Attorney.

FISCAL IMPACT

The City-to-City trip is estimated to cost \$1000 per participant. The FY 03-04 Annual Report, scheduled for approval by Council on October 12th, proposes the establishment of a \$35,000 Mayor and City Council Travel Appropriation. The policy related to the use of this fund will also be proposed at the October 12th Council Meeting.

CEQA

Not a project.


Mark Linder
Assistant City Manager